

OPERATIONS SCHOOL
Headquarters Training Branch
COURSE ENROLLMENT PROCEDURE

D a t a S h e e t

COURSE TITLE : **CS Records III (Records Officer Briefing)**

CHIEF INSTRUCTOR : 25X1A

ENROLLMENT QUOTA :

REGISTRATION DEADLINE: **Friday preceding the first day of the course.**

NUMBER OF STANDBY REGISTRANTS PERMITTED: **N/A - this course is for RO appointees only**

STANDBY NOTIFICATION PROCEDURE: : **N/A**

REMARKS : **Prerequisite - CS Records I. Student must also fulfill these requirements: three years operational experience or equivalent, as determined by CI staff; be a GS-07 or above; and must have been appointed by his Desk or Branch Chief. If the memo of appointment has been approved by CI Staff by the conclusion of the course, the RO will receive his stamp, which is provided and controlled by RIO/TRD.**

Although primarily intended for RO Candidates, this course is also of value to middle and upper-level operations supervisors at Headquarters.

25X1A
Chief, Headquarters Training

Distribution:

Chief Instructor
Training Assistant
Chief, Operations School
C/AIB/TR